

JOB VACANCY POSTING

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| POSTING #: | 060-13 | ISSUE DATE: | March 26, 2013 |
| TITLE: | HABILITATION PLAN COORDINATOR | CLOSING DATE: | April 9, 2013 |
| LOCATION: | Department of Children and Families (DCF) Division of Children's System of Care 50 East State Street Trenton, NJ 08625 | | |
| POSITIONS: | 3 | RANGE: | P22 |
| DISTRIBUTION: | STATE- WIDE | SALARY: | \$52,458.55 - \$74,335.84 |

SCOPE OF ELIGIBILITY: Open to employees who are permanent in a competitive title with underlying permanent State service as a promotional or lateral opportunity, subject to current promotional and hiring restrictions.

Special Note: Positions will be located in Mercer, Gloucester and Hudson Counties reporting to the Division of Children's System of Care.

DEFINITION: Under a supervisory official in the Department of Human Services or the Department of Children and Families is responsible for or assists in the development and implementation of Individual Habilitation Plans for a designated number of individuals; does other related duties.

REQUIREMENTS

EDUCATION: Applicants must meet the requirements for Developmental Disability Professionals and Providers as outlined in the Rules and Regulations section of the Federal Register, Volume 53, No. 107 (June 1988): 20497-8, which sets the standards for developmental disability facilities and staff, namely, the following:

Graduation from an accredited college or university with a Bachelor's degree in a human services field, including but not limited to the following: human behavior (e.g., psychology, sociology, speech communication, gerontology), social work, criminal justice (with a social work/psychology, focus not administrative, etc.), human skill development (e.g., special education, education, counseling, human development, recreation, or a specialty area such as art, dance, music or physical education), humans and their cultural behavior (e.g., anthropology), or any other study of services related to basic human care needs, (e.g., human services, nursing, rehabilitation counseling, art therapy, recreational therapy, occupational therapy, physical therapy, dietetics, speech language pathology or audiology,) or the human condition (e.g., literature, the arts).

NOTE: Although a variety of degrees may satisfy the requirements, majors related to such areas as engineering, science, mathematics and business are not accepted.

NOTE: Licensure as a Professional Nurse in the State of New Jersey or a degree as a Doctor of Medicine or Doctor of Osteopathy from an accredited school of medicine may be substituted for the Bachelor's degree.

EXPERIENCE: One (1) year of experience in the care, treatment, and rehabilitation of individuals with developmental disabilities in residential or community settings or in case management, analysis, development and implementation of programs for clients with developmental disabilities.

SPECIAL NOTE: Ability to physically lift, move, and position individuals as needed.

RESIDENCY LAW: Pursuant to N.J.S.A. 52:14-7 (L. 2011, Chapter 70), also known as the "New Jersey First Act," which became effective September 1, 2011, all persons newly hired by the Executive Branch on or after that date shall have one year from the date of employment to establish, and then maintain principal residence in the State of New Jersey. New Jersey State employees hired prior to September 1, 2011 who transfer from within the Executive Branch or from another State of New Jersey appointing authority without a break in service greater than seven days but who reside outside the State of New Jersey are not required to change their principal residence to New Jersey in order to comply with the act.

LICENSE: Appointees will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform the essential duties of the position.

NOTE: APPLICABLE SPECIAL RE-EMPLOYMENT LIST ESTABLISHED AS A RESULT OF A LAYOFF WILL BE USED BEFORE ANY PROMOTIONS ARE MADE.

Electronic Filing:

Forward a cover letter and resume electronically to:

Katrina.Bethke@dcf.state.nj.us.

Include the Job Opportunity # in the subject line of your email.

Alternate Filing:

If unable to file electronically, applicants may forward a cover letter and resume (including Job Opportunity #) to:

**Zina McCleese, Personnel Coordinator
Department of Children and Families
Office of Human Resources
P.O. Box 717
Trenton, NJ 08625**